

# BASIC EDUCATIONAL DATA SYSTEM

## PUBLIC SCHOOL DATA FORM

### FALL 2012

SCHOOL NAME AND CODE

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***This paper form should not be returned to SED.***

This paper form must only be used for the local gathering of data. Data represented in this form are required to be submitted to SED via the BEDS On-line IMF Application. Your district's BEDS Coordinator or Superintendent will have details for entering data into the BEDS On-line IMF Application and your district's protocol for doing so.

#### PERSON COMPLETING THIS FORM

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_  
Area Code                      Number

The University of the State of New York  
THE STATE EDUCATION DEPARTMENT  
Information and Reporting Services  
Albany, New York 12234

## 20. DISTANCE LEARNING.....continued

E. 1. Is credit offered for courses taken 100 percent online?.....Yes ☐ No ☐

If **YES**,

2. How many credit bearing courses are currently offered 100 percent online?.....
3. How many students are currently enrolled in credit bearing courses offered 100 percent online?.....
4. How many of the students indicated above are enrolled in:
- a. One (1) course \_\_\_\_\_ b. Two (2) courses \_\_\_\_\_ c. Three (3) courses \_\_\_\_\_ d. More than three (3) courses \_\_\_\_\_

## 21. LIBRARY/LIBRARY MEDIA CENTER (LMC)

### A. Facility

1. Does this school have a school library/LMC or access to a shared school library/LMC in this building? ..... Yes ☐ No ☐

**If NO, skip to Item 22 on the next page.**

2. Does another school in this building share this school library? ..... Yes ☐ No ☐

### B. Resources as of October 3, 2012

1. Total number of **books** in this school library/LMC (traditional paper copy).....
2. Total number of **electronic books** that are cataloged and available in this school library/LMC .....
3. Total number of **non-book materials** that are cataloged and processed in this school library/LMC.....
4. Total number of **database subscriptions**, including those provided by NOVEL (statewide) regional library council, School Library System, or other library consortia .....
5. Total **number** of computers with **Internet access** in this school library/LMC .....
6. a. Does the library have an **automated system** to access library resources? ..... Yes ☐ No ☐
- b. If yes, is this school's library catalog available on the Internet? ..... Yes ☐ No ☐
7. Is this school a participant in a School Library System (SLS)? ..... Yes ☐ No ☐
8. Does the library have a Web presence in the form of a Web page or Web Portal?..... Yes ☐ No ☐
9. Is this library equipped with an LCD projector?..... Yes ☐ No ☐
10. Is this library equipped with an **interactive white board**?..... Yes ☐ No ☐

### C. Staffing

1. Does this school have one or more **certified Library Media Specialists (LMS)**? ..... Yes ☐ No ☐

If **Yes**, which most closely approximates the portion of a full-time position devoted to library functions? (Check one.)

- a. 1/2 time or less ☐ LMS      b. full-time ☐ LMS      c. full-time plus ☐ a 1/2 time LMS      d. 2 full-time LMS ☐      e. More than 2 full-time LMS ☐

2. How many professional staff **other than a certified LMS** are assigned to the library? (Enter 0 if none.)

3. How many paid **Support Staff** are assigned to the library? (Enter 0 if none.) .....

### D. Program

1. How many hours is the library media center **staffed and open for student use**? (Check one.)
- a. fewer than 10.....☐ hours a week      b. 10-20 hours a.....☐ week      c. open during all.....☐ school hours      d. open during all school.....☐ hours and before and/or after school

## 21. LIBRARY/LIBRARY MEDIA CENTER.....continued

2. Which of the following terms BEST describes the method used to schedule school library classes? (Select one.)

- ☐ a. Fixed/Block: classes scheduled at regularly specified times  
☐ b. Flexible: open schedule, i.e., scheduled at varying times according to need  
☐ c. Mixed: some classes block scheduled; some classes flexibly scheduled  
☐ d. No classes are scheduled

3. Collaboration and integration

- a. Does the LMS **collaborate and plan** with classroom teachers for instruction? Yes ☐ No ☐  
b. Do classroom teachers accompany students to the library for whole-class instruction? Yes ☐ No ☐  
c. Are **library and information literacy skills** taught and **integrated** into core academic areas to meet the NYS Learning Standards? (Check all that apply.)

- |                                     |                          |   |                          |
|-------------------------------------|--------------------------|---|--------------------------|
| English Language Arts               | <input type="checkbox"/> | Career Dev & Occupational Studies (CDOS)      | <input type="checkbox"/> |
| Math, Science & Technology (MST)    | <input type="checkbox"/> | The Arts (Dance, Music, Theatre, Visual Arts) | <input type="checkbox"/> |
| Social Studies                      | <input type="checkbox"/> | Health, Phys Ed, Family & Consumer Science    | <input type="checkbox"/> |
| Languages Other than English (LOTE) | <input type="checkbox"/> | Other   | <input type="checkbox"/> |

- d. Is the school librarian part of the school curriculum committee?.....Yes ☐ No ☐  
e. Is the school librarian part of the school improvement team?.....Yes ☐ No ☐  
f. Does the school librarian have access to student assessment data?.....Yes ☐ No ☐

4. Does the library promote **Inquiry- or Problem-based learning activities**?.....Yes ☐ No ☐

5. Which of the following does your school library program use? (Check all that apply.)

- |   |  |
|---|--|
| <input type="checkbox"/> a. Information Literacy curriculum | <input type="checkbox"/> d. Challenged Materials policy        |
| <input type="checkbox"/> b. Collection Development policy   | <input type="checkbox"/> e. NYSED School Library Media Program |
| <input type="checkbox"/> c. Intellectual Freedom policy     | Evaluation (SLMPE) rubric                                      |

6. Is student Information Literacy assessment part of the school library program? .....Yes ☐ No ☐

### E. Professional Development

Which of the following professional development opportunities related specifically to school librarians were available to school librarians serving in this school during the 2011-12 school year? (Check all that apply.)

- |  |   |
|--|---|
| <input type="checkbox"/> 1. In-district In-service Programs                | <input type="checkbox"/> 5. Programs offered by the School Library System |
| <input type="checkbox"/> 2. Multi-district In-service Programs             | <input type="checkbox"/> 6. Other Programs                                |
| <input type="checkbox"/> 3. Out-of-district Programs                       | <input type="checkbox"/> 7. None  |
| <input type="checkbox"/> 4. Programs Offered by Professional Organizations |   |

## 22. CAREER PLANS – 2012-13 SCHOOL YEAR

### A. Individual Career Plans

1. Do students in this school develop Individual Career Plans that are kept in:

Written form? Yes ☐ No ☐

Electronic form? Yes ☐ No ☐

B. If **Yes** to either part above:

1. Do Individual Career Plans follow students from grade to grade? ..... Yes ☐ No ☐

2. Enter the number of students documenting self- and career-awareness information and career exploration activities at the following grade levels:

K-1

Grades 2-3